



JOB DESCRIPTION

CLASSIFICATION:	Intern
POSITION:	Vision & Call Intern Program
EMPLOYMENT STATUS:	Full Time (9-months or 12-months)
SUPERVISOR:	Director of Growth Strategies
ALIGNS CLOSELY WITH:	SHI agency

POSITION OVERVIEW:

Reporting to the Director of Growth Strategies/Major Donor Relations the Vision and Call Internship is a 9 and/or 12-month position that holds a three-fold purpose: 1) to provide a transforming experience for young adults; 2) to increase the pool of talented emerging leaders entering into the anti-trafficking movement, and 3) to educate and empower a commitment to the development of young leaders. The interns will integrate into the growth strategies department and other areas of Shared Hope International, working alongside the program managers and faith initiatives. The interns will also complete various awareness-related projects, included a special project designed by each intern, will attend community outreach events, and carry out research as needed.

Essential Duties:

1. Provide support to the Growth Strategies team:
 - Be active participants in the summer and winter gratitude campaigns.
 - Assist in event planning.
 - Work closely with the Volunteer Coordinator in researching community outreach opportunities, attend outreach events, and other projects.
2. Work Closely with the Director of Faith Initiatives and National Outreach:
 - Become integrated in the program learning the Ambassador of Hope program.
 - Assist with providing technical support, training support and resources to Ambassadors.
 - Maintain the awareness@sharedhope.org email account.
 - Assist in the disseminating of collateral and resources.
3. Other work as determined to meet your goals.

Qualifications:

1. Self-motivated and capable of working independently and on a deadline.
2. Able to work on a team as a trustworthy member.
3. A passionate concern for women, men, and children in crisis and the eradication of sex slavery.
4. High school diploma minimum.
5. Proficient level of computer skills including Microsoft Word, Excel, and Outlook.
6. Strong organizational skills, attention to detail and critical thinking skills.
7. Ability to manage various projects simultaneously.

Abilities:

1. Ability to stand or sit for prolonged duration.
2. Ability to utilize electronics equipment such as a computer, 10-key, telephone, etc.
3. Ability to think critically and problem solve.

Stipend: \$4,000/quarter

Location: SHI Headquarters in Vancouver, WA.

Disclaimers:

1. This position is grant funded by the M.J. Murdock Charitable Trust. This internship description is provided for informational purposes only and does not form the basis of a contract.
2. This description is intended to provide an overview of the responsibilities and duties of the position, as well as the objectives outlined in the grant agreement. It is not all-inclusive. The incumbent in the position will be expected to perform other duties as required. The responsibilities may change over time.

To Apply:

Qualified candidates should email the following to helen@sharedhope.org:

1. Cover letter
2. Resume
3. Using sharedhope.org as a resource, submit a one-page, creative document that expressed understanding of the mission and programs of Shared Hope International.
4. List three (3) references with contact information, one professional, one personal, and one ministry/leader/mentor.
5. Signed SHI Statement of Faith.

Interviews of all candidates will be either virtual or in person in the Vancouver office. Shared Hope cannot reimburse or pay for travel costs for interviewees. The desired start date will be June 6, 2022.